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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Management Officer

DATE: 10 August 1950

FROM : Acting Chief, Personnel Division

SUBJECT: Request for Change in T/O, Office of Collection and Dissemination

It is recommended that the following changes in T/O be initiated in order to combine jobs listed separately on T/O but covered by the same position description. This action is necessary in order to apply a consistent position numbering system for position control and Table of Organization purposes.

Office of Collection and Dissemination  
Machine Methods Division  
Machine Operations Branch  
Tab-Fax Section

FromTo

Tab Machine Operator  
 Tab-Fax Operator

1 GS-4  
 1 GS-4

Tabulating Machine Oper. 2 GS-4

Tab-Fax Operator  
 Tab Machine Operator

2 GS-3  
 6 GS-3

Tabulating Machine Oper. 8 GS-3

25X1A9a

CONCURRENCE:

25X1A9a

Asst. Director, OCD

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Aug 15 1950